



SOP (PALLET WRAPPER)

SS-WHS-SAF-000

Authorised By:
Rev 1 19/03/2024



TASK	Pallet wrapper					
HAZARDS	Flying debris	<input type="checkbox"/>	Heat / cold	<input type="checkbox"/>	Electricity	<input type="checkbox"/>
	Cuts / laceration	<input type="checkbox"/>	Inhalation	<input type="checkbox"/>	Rollover	<input type="checkbox"/>
	Pinch / crush	<input checked="" type="checkbox"/>	Noise / vibration	<input type="checkbox"/>	Plant interaction	<input type="checkbox"/>
	High pressure	<input type="checkbox"/>	Entanglement	<input checked="" type="checkbox"/>	Fall	<input checked="" type="checkbox"/>
PPE REQUIRED	 					

PRE-START CHECKS

1. Ensure all personnel are trained and authorized to operate the pallet wrapper.
2. Inspect the pallet wrapper for any visible damage, loose components, or wear.
3. Check that the stretch film roll is properly loaded onto the wrapper and that there are no tangles or tears in the film.
4. Verify that the pallet to be wrapped is properly positioned and stable on the wrapper turntable.
5. Test the controls and emergency stop button to ensure they are functioning.
6. Confirm that fire extinguishing equipment is readily available in case of emergency.

SAFE OPERATING PROCEDURE

1. Wear appropriate personal protective equipment (gloves and safety boots).
2. Start up the pallet wrapper according to manufacturer's instructions, ensuring that all safety interlocks are engaged.
3. Set the wrapping parameters such as wrapping speed, film tension, and number of rotations based on the size and weight of the pallet.
4. Position the stretch film so it overlaps the bottom of the pallet and engage the wrapper.
5. Monitor the wrapping process, ensuring that the film is applied evenly and securely around the pallet.
6. Be aware of any unusual noises, vibrations, or odors during wrapping and investigate the cause if necessary.
7. If any issues or errors occur during wrapping, stop the pallet wrapper immediately and troubleshoot the problem before resuming.
8. After wrapping is complete, cut the film and secure the end to prevent unraveling.

POST-OPERATION PROCEDURE

1. Perform a visual inspection of the wrapped pallet to ensure that the film is securely applied and there are no tears or gaps.
2. Clean up the wrapping area, removing any excess film or debris from the pallet wrapper and work area.
3. Dispose of any waste film properly according to company guidelines.
4. Perform routine maintenance tasks such as cleaning the wrapper turntable, checking for wear or damage, and replenishing stretch film as needed.
5. Store the pallet wrapper and accessories in a designated area, ensuring they are protected from damage and unauthorized use.